



# St Aloysius College

## First Aid Policy

### Introduction

The First Aid procedure at St. Aloysius' College is in operation to ensure that every student, member of staff and visitor will be well looked after in the event of an accident. It is assumed that all boys attending school are healthy and fit to cope with the school day without leaving lessons for medical attention. The School First Aiders are there for accidents, emergencies and illnesses that occur during the course of the school day.

If a boy is too unwell to remain in school then the First Aider will contact his parents/carers so that he may be taken home, or to inform parents/carers if he needs to be taken to hospital. The school First Aider will accompany the pupils to the hospital in the case of an emergency but parents/carers are asked to attend the hospital at the earliest possible time after contact from the school. In the event that they are unable to attend they must arrange for a suitable responsible person to attend in their stead. In accordance with legislation and good practice the school will ensure that:

- Adequate training and guidance is available for all First Aiders.
- The necessary equipment and facilities are available, as well as the appropriate number of First Aiders.
- All staff are made aware of first aid arrangements and that Inset time is provided for training and updating qualifications.
- A record is kept of any First Aid treatment administered.

It is good practice to have a box available at sporting/outdoor events and those taking trips should obtain a first aid kit from the school reception prior to departure.

All first aiders are fully indemnified by the local authority against claims for negligence provided that they are suitably trained and are acting within the scope of their employment and within the school's guidelines for the administration of first aid.

### Administration of Prescription Medication

Only essential medicines should be brought into school. That is, only if it would be detrimental to a child's health if they were not administered. The school encourages families to administer the prescribed medicine in out of school hours whenever this is possible and not detrimental to the health of the child. Otherwise the pupil must report to the First Aider who will keep the medicine in the medical room.



## Administration by Pupils

Pupils are allowed to take responsibility for self-administration of medicines but only at parental request and under the supervision of the school First Aider.

### Designated First Aiders

Name	Department
Lorna Jones	School Office
Daniela Gaiu	School Office
John Simon	PE Department
Stewart Henderson	PE Department
Andrew Emsley	PE Department
Alistair Halsall	PE Department
Scott Taylor	PE Department
Thomas Ratcliffe	PE Department
Danielle Mannion	RE Department
Jeremy Harvey	DT Department
Ebenezer Fraser	DT Department
Anthony Nanan	Science Department

**This Policy is available on the Staff Shared area and on the School Website.**

This Policy was ratified on (Date): \_\_\_\_\_

Governor's Signature: \_\_\_\_\_

Head Teachers Signature: \_\_\_\_\_